UNITED NATIONS

ST

Secretariat

ST/IC/1992/24
27 March 1992

INFORMATION CIRCULAR

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for General Services

Subject: SHUTDOWN OF ELECTRICAL POWER ON 4 AND 5 APRIL 1992

1. The purpose of the present circular is to inform staff members that there will be a shutdown of electrical power starting on Saturday, 4 April 1992 at 7 p.m. until 10 p.m. on 5 April 1992. The shutdown is necessary to effect the work required on the short-circuit protection programme of the Headquarters complex. As a result, electrical services and air-conditioning in the following areas will be affected:

(a) Library Building: There will be no electrical power, lighting or air-conditioning in the entire building;

(b) Conference Building: There will be no electrical power in the south end of the fourth floor kitchen and Staff Cafe areas. There will be no air-conditioning in the Security Council Chamber;

(c) Secretariat Building:

(i) There will be no electrical power or lighting in the south side of the first basement through the sixteenth floor. In addition, there will be no air-conditioning on the entire floors of the first basement through the sixteenth floor;

(ii) The Medical Service and Chemical Bank will be without electrical service during the interruptions.

2. In view of the above, the Library Building will be closed to the public. Staff members in the Library, Conference and Secretariat Buildings in the affected areas are requested to ensure that all computers, word processors, mini-computers, photocopiers, personal refrigerators and any other electrical

equipment are unplugged before leaving the office on Friday, 3 April 1992. FAILURE TO DO SO MAY RESULT IN POTENTIAL DAMAGE TO THE ELECTRICAL EQUIPMENT.

3. The Secretariat building will be provided with electrical power EXCEPT as noted in paragraph 1 (c) above. In the event of a General Assembly or Security Council meeting, the scheduled shutdown of electrical power will be postponed to a later date.

4. Additional information concerning the shutdown of electrical power may be obtained from the office of Buildings Management Service, extension 3-5838.